



The Peninsula's Community College

99 Thomas Nelson Drive Hampton, VA 23666 757.825.2728

Announcement of Vacancy

## **PART-TIME FACULTY POSITIONS COMMUNICATIONS, HUMANITIES, AND SOCIAL SCIENCES DIVISION**

Share your expertise. Enrich lives. **THOMAS NELSON COMMUNITY COLLEGE** seeks enthusiastic, qualified individuals to teach day, evening, or online classes. Applications are being accepted for part-time faculty positions at the Hampton, Southeast Center, and Historic Triangle campus locations.

### **COMMUNICATION**

**JOB DESCRIPTION:** Thomas Nelson seeks faculty available to teach day, evening, or online classes in Principles of Public Speaking, Interpersonal Communication, and /or Business and Professional Communication. Instructors are responsible for student assessment and grading, as well as, maintaining adequate on-campus presence and timely communication with students and the College. Instructors must be present on-campus each week.

**MINIMUM QUALIFICATIONS:** Master's degree with at least 18 graduate semester hours in Communication. Applicants should have a passion for the discipline, a student-centered teaching philosophy, and a commitment to serving diverse groups of learners. Strong written and verbal skills are necessary with a focus on presentation of curriculum. Applicants must have the ability to learn and implement technology in the instructional process. Teaching experience is preferred, but not required. Must be able to work at all campus locations. Criminal history and other background checks will be required of the finalist candidate for the position. Satisfactory reference and background checks are a condition of employment.

**APPLICATION PROCESS:** You will need to submit an online application for this position by visiting the following web site: <https://virginiajobs.peopleadmin.com/>. We will only accept applications through this site. Complete application packages will include an online application, cover letter, resume, copies of all college transcripts, unofficial copies of all transcripts documenting degree attainment and coursework relevant to the position, and the names of three professional references with current addresses and telephone numbers. All transcripts from foreign institutions of higher education must be verified by an evaluation agency. Incomplete application packages will not be accepted. These positions will remain open until filled. Faxed or e-mail applications will not be accepted. Criminal history and other background checks will be required of the finalist candidate for the position. Satisfactory reference and background checks are a condition of employment.

*Thomas Nelson Community College is an Affirmative Action/Equal Opportunity Employer and does not discriminate on the basis of race, color, sex, religion, national origin, marital status, political affiliation, sexual orientation, gender identity or against otherwise qualified persons with disabilities, or other non-merit factors in its programs and activities.*